

20 April 1984

*Brenda -
Pls file this with
our 84 Commo Study
thx*

INSTRUCTIONS FOR

LOGISTICS ORGANIZATION TEAM

1. You are assigned two tasks. First, you will analyze the objectives and options contained in the attachments. Within ten days you will recommend one of the options to the D/CO. You may consult with OC elements in this process but your recommendation will be based upon the teams view regarding the best option to achieve the listed objectives rather than the results of a pole of OC managers.

2. Your second task, due ten days after the D/CO approves an option, is to define the logistics organization. You will specifically address the following:

a. An organizational chart will be delivered.

This chart will show how close support will be provided for operational divisions.

b. Determine which OC personnel are now mainly occupied with logistics functions and if some or all these can be converted to be filled by OL careerists.

c. Determine the management makeup of the new logistics elements, e.g., OC or OL chief.

d. What relationship, if any, should overseas,

STAT logistics have with the new element?

e. How should requisitions be processed?

f. How will the OC stock be managed and what budgetary role will the new element plan?

g. Should cryptographic equipment be managed by the new element?

3. You should reduce paper and bureaucratic processes as much as possible. We do not want to create new impediments to getting the job done.

ATTACHMENT A

OBJECTIVES FOR AN OC LOGISTICS ORGANIZATION

1. Single oversight of OC logistics function to serve all needs.
2. Better meet growing OC logistics support needs.
3. Monitor use of OC inventory and, while generally ensuring that components have budgeted resources to meet planned objectives, establish a mechanism for exceptional allocation of material and logistics personnel to meet priority needs.
4. Establish a procurement team in OC.
5. Ensure that the TECHREQ system serves all OC needs.
6. Ensure that logistics requirements are included in OC plans.
7. Relieve technical employees from logistics duties as much as possible.
8. Provide logistics support to meet OC administrative needs.
9. Upgrade and modernize the methods used for OC logistics processes.

ATTACHMENT B

ORGANIZATIONAL OPTIONS
FOR CENTRALIZED LOGISTICS

Option 1 - A Logistics Oversight Branch established
in MLS. (MLS/LOB)

Option 2 - Logistics support consolidated in AMD,
ED or MLS. (AMD/LSG, ED/LSG or MLS/LSG).

Option 3 - A new Logistics Services Division
established in OC. (OC-LSD)

<u>FUNCTION</u>		<u>PLACEMENT</u>		
		<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
STAT	TechReq 	FND	LSG	LSD
	Procurement Team	MLS	MLS	LSD
	Admin Logs	AMD	AMD	LSD
	Requisition Processing	Each Division	LSG	LSD
	PAR Review of Logs Perso	Each Division	LSG	LSD
	Procedures Set	MLS	LSG	LSD
	Coordinate w/OL	MLS	LSG	LSD
	Inventory Control	Each Division	LSG	LSD